



CITY OF INDIANOLA COUNCIL MEETING

February 2, 2016

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public Comment
5. Consent
 - A. Approve agenda
 - B. January 19, 2016 Minutes
 - C. Applications
 1. A renewal Class "C" Liquor License, Outdoor Area and Sunday Sales Privilege for Cal's Fine Food & Spirits - 1502 North 1st Street
 2. A renewal Class "C" Beer, Class "B" Wine and Sunday Sales Privilege for Dollar General Store - 1803 W. 2nd Avenue
 3. A renewal Class "C" Liquor License, Sunday Sales Privilege and Outdoor Area for Deer Run Golf Club - 2305 W. 2nd Avenue
 4. A new Special Class "C" Liquor License and Outdoor Area for Mishmash Sweet Treats - 113 E. Salem
 - D. Annual adoption of the Investment Policy
* No changes are recommended
 - E. Resolution naming depositories
* Indicates where and amount of public funds the city deposits
 - F. Street closure request from the Mayor's Youth Council - Bike Fest 2016 - June 18, 2016 - 6:00 a.m. - 1:00 p.m. - request is to close Howard Street between Salem and Ashland, Ashland between Howard and Buxton Street and the inside lanes of Salem and Buxton on the square

- G.** Prior and final approval applications for urban revitalization designation
 - H.** Claims on the computer printout for February 2, 2016
 - 6.** Council Representative Reports
 - A.** Resolution approving salaries
 - 7.** Council Reports
 - 8.** Mayor's Report - Kelly Shaw
 - A.** Consider nominations to Boards and Commissions
 - B.** Consider appointments to the Greater Des Moines Convention and South Central Iowa Landfill Board
 - C.** Community Update
 - 9.** Public Consideration
 - A.** Old Business
 - 1.** Second consideration of an ordinance amending traffic control of the Municipal Code of the City of Indianola, Iowa by restricting parking on East and West Franklin
 - B.** New Business
 - 1.** Consider setting March 7, 2016 as the public hearing for the FY 16/17 budget
 - 2.** Bike Night
 - a.** Consider approval of the Indianola Square Lease Agreement with Indianola Bike Night
 - b.** Resolution regarding temporary closure/no parking on the downtown square and one block in all directions for Indianola Bike Night
* Requested dates are April 15, May 20, June 17, July 15, August 19 and September 16, 2016 from 5:00 p.m. - 10:30 p.m.
 - c.** Consider noise permit for Indianola Bike Night
 - 10.** Other Business
 - 11.** Adjourn

Information

Subject
January 19, 2016 Minutes

Information

Attachments

Minutes

REGULAR SESSION – JANUARY 19, 2016

The City Council met in regular session at 7:00 p.m. on January 19, 2016. Mayor Kelly Shaw called the meeting to order and on roll call the following members were present: Shirley Clark, Joe Gezel, John Parker, Pam Pepper, Brad Ross and Greta Southall.

The consent agenda consisting of the following was approved on a motion by Pepper and seconded by Southall. Question was called for and upon the council member votes, the Mayor declared the motion carried unanimously.

Approve agenda

January 4, 2016 Minutes

Annual spring clean up dates and spring leaf & organic yard waste disposal - dates will be April 11- 15, 2016 curbside, April 16, 2016 (from 9-1) at the Brush Facility for the free appliances, April 7-17 (during normal brush facility hours) for free leaf and organic yard waste disposal

Agreement between The Sports Page Grill, Inc. dba BrickHouse Tavern and the City of Indianola for a deck located at 107 N. Buxton (The complete agreement may be viewed at the City Clerk's Office)

Street closure request from American Cancer Society/Warren County Relay For Life - September 17, 2016 from noon to 11:00 p.m. - will close the interior lanes of Ashland, Buxton, Howard and Salem around the square

Street closure request from Warren County Health Services - June 9, 2016 from 11:00 a.m. - 7:00 p.m. - will close the inside lanes of Ashland Avenue and Howard Street on the square

Prior approval applications for urban revitalization designation

Orton Homes – 1502 W. Henderson Place – SFD - \$250,000

New Era Homes – 105 N. 20th Street – SFD – \$195,750

Final approval applications for urban revitalization designation

Autumn Ridge Development – 400 S. 8th Court #56 – SFD - \$148,200

Autumn Ridge Development – 400 S. 8th Court #41 – SFD - \$140,300

Claims on the computer printout for January 19, 2016 and December 2015 receipts

Council member Pepper moved to approve the following Resolution Approving Personnel Salaries. Council member Ross seconded the motion. On roll call the vote was, AYES: Gezel, Southall, Parker, Ross, Clark and Pepper. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted:

RESOLUTION NO. 2016-03 APPROVING SALARIES

(The complete resolution may be viewed at the City Clerk's Office)

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REGULAR SESSION – JANUARY 19, 2016 (Continued)

The Indianola School District Community Report was presented by Council member Pepper.

The WCEDC reported was presented by Council member Ross.

The December 2015 City Treasurer's Report was approved on a motion by Ross and seconded by Parker. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

It was moved by Ross and seconded by Pepper to approve the following the nominations of Ron Fridley and Becky Needles to the Planning and Zoning Commission a term to begin February 1, 2016 and expire February 1, 2021. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

A public hearing and first consideration of an ordinance amending traffic control of the Municipal Code of the City of Indianola, Iowa by restricting parking on East and West Franklin was held. There were no objections either oral or written. A motion was made by Pepper and seconded by Parker to approve the first consideration of this amendment. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

The Contract Agreement for Economic Development and Promotion with Greg Marchant was approved on a motion by Ross and seconded by Southall. Council member Pepper requested the City Attorney review the contract and asked for a monthly report instead of a bi-monthly report. On roll call the vote was, AYES: Pepper, Gezel, Southall, Parker and Ross. NAYS: Clark. Whereupon the Mayor declared the motion carried.

The Local Option Sales Tax meetings will be held in the City Hall Council Chambers on the following dates and times:

February 10, 2016 – noon

February 16, 2016 – 6:00 p.m. (in place of the Council Study Committee meeting)

February 20, 2016 – 9:00 a.m.

February 23, 2016 – 6:00 p.m.

Council member Ross requested staff place the season dates of the Brush Facility on the entrance gate to the Brush Facility.

Meeting adjourned on a motion by Parker and seconded by Pepper.

Kelly B. Shaw, Mayor

Diana Bowlin, City Clerk

Information

Subject

A renewal Class "C" Liquor License, Outdoor Area and Sunday Sales Privilege for Cal's Fine Food & Spirits - 1502 North 1st Street

Information

This is a renewal of Cal's Fine Food & Spirits liquor license located at 1501 N. 1st Street. All the paperwork is in order and staff has approved. Owners include Calvin and Linda Leonard.

Attachments

Cal's Fine Food Liquor License

January 13, 2016

NAME OF APPLICANT: Cal's Fine Food & Spirits – 1501 North 1st Street

TYPE OF LICENSE/PERMIT: Class "C" Liquor, Outdoor Area and Sunday Sales

	<u>Approve</u>	<u>Disapprove*</u>
Police Chief	<u>X</u>	<u></u>
Fire Chief	<u>X</u>	<u></u>
B&Z Official	<u>X</u>	<u></u>
Sign Compliance	<u>X</u>	<u></u>

*Reasons for disapproval

Applicant License Application (LC0032437)

Name of Applicant: <u>Lindas Corp</u>		
Name of Business (DBA): <u>Cal's Fine Food & Spirits</u>		
Address of Premises: <u>1501 North 1st St.</u>		
City <u>Indianola</u>	County: <u>Warren</u>	Zip: <u>50125</u>
Business	<u>(515) 961-5200</u>	
Mailing	<u>1501 North 1st St</u>	
City <u>Indianola</u>	State <u>IA</u>	Zip: <u>50125</u>

Contact Person

Name	<u>Calvin Leonard</u>		
Phone:	<u>(515) 971-4656</u>	Email	<u>calsfinefood@hotmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 03/07/2016

Expiration Date: 03/06/2017

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Sunday Sales

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>[REDACTED]</u>	Federal Employer ID	<u>[REDACTED]</u>

Ownership

Calvin Leonard

First Name:	<u>Calvin</u>	Last Name:	<u>Leonard</u>	
City:	<u>Carlisle</u>	State:	<u>Iowa</u>	Zip: <u>50047</u>
Position:	<u>Owner</u>			
% of Ownership:	<u>50.00%</u>	U.S. Citizen:	<u>Yes</u>	

Linda Leonard

First Name:	<u>Linda</u>	Last Name:	<u>Leonard</u>	
City:	<u>Carlisle</u>	State:	<u>Iowa</u>	Zip: <u>50047</u>
Position:	<u>Owner</u>			
% of Ownership:	<u>50.00%</u>	U.S. Citizen:	<u>Yes</u>	

Insurance Company Information

Insurance Company:	<u>Mid-Century Company</u>
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Information

Subject

A renewal Class "C" Beer, Class "B" Wine and Sunday Sales Privilege for Dollar General Store - 1803 W. 2nd Avenue

Information

This is a renewal liquor license for the Dollar General Store located at 1803 W. 2nd Avenue. All the paperwork is in order and staff has approved. Owners include: Dollar General Corporation, Robert Stephenson and Lawrence Gatta.

Attachments

Dollar General Liquor License

January 8, 2016

NAME OF APPLICANT: Dollar General – 1803 W. 2nd Avenue

TYPE OF LICENSE/PERMIT: Class “C” Beer, Class “B” Wine and Sunday Sales

	<u>Approve</u>	<u>Disapprove*</u>
Police Chief	<u>X</u>	<u></u>
Fire Chief	<u>X</u>	<u></u>
B&Z Official	<u>X</u>	<u></u>
Sign Compliance	<u>X</u>	<u></u>

*Reasons for disapproval

Applicant License Application (BC0029908)

Name of Applicant: <u>DOLGENCORP, LLC</u>		
Name of Business (DBA): <u>Dollar General Store # 6777</u>		
Address of Premises: <u>1803 W 2ND AVE</u>		
City <u>Indianola</u>	County: <u>Warren</u>	Zip: <u>50125</u>
Business	<u>(515) 962-9181</u>	
Mailing	<u>100 Mission Ridge</u>	
City <u>Goodlettsville</u>	State <u>TN</u>	Zip: <u>37072</u>

Contact Person

Name <u>Valerie James</u>	
Phone: <u>(615) 855-5484</u>	Email <u>tax-beerandwinelicense@dollargeneral.com</u>

Classification Class C Beer Permit (BC)

Term: 12 months

Effective Date: 03/01/2016

Expiration Date: 02/28/2017

Privileges:

Class B Wine Permit

Class C Beer Permit (BC)

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>	
Corporate ID Number: <u>[REDACTED]</u>	Federal Employer ID <u>[REDACTED]</u>

Ownership

Dollar General Corporation

First Name: <u>Dollar</u>	Last Name: <u>General Corporation</u>
City: <u>Goodlettsville</u>	State: <u>Tennessee</u> Zip: <u>37072</u>
Position: <u>N/A</u>	
% of Ownership: <u>100.00%</u>	U.S. Citizen: <u>Yes</u>

Robert Stephenson

First Name: <u>Robert</u>	Last Name: <u>Stephenson</u>
City: <u>Brentwood</u>	State: <u>Tennessee</u> Zip: <u>37027</u>
Position: <u>Non-Member Manager</u>	
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>

Lawrence Gatta

First Name: <u>Lawrence</u>	Last Name: <u>Gatta</u>
City: <u>Brentwood</u>	State: <u>Tennessee</u> Zip: <u>37027</u>

Position: Non-Member Manager

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:

Policy Effective Date:

Policy Expiration

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Meeting Date: 02/02/2016

Information

Subject

A renewal Class "C" Liquor License, Sunday Sales Privilege and Outdoor Area for Deer Run Golf Club - 2305 W. 2nd Avenue

Information

This is a renewal of Deer Run Golf Club liquor license located at 2305 W. 2nd Avenue. All the paperwork is in order and staff has approved. Owners are Stephen Darr, Cheryl Darr, Robert Darr, Eliza Darr, Stephanie Owen and Larry Shoop.

Attachments

Deer Run Golf Club Liquor License

January 22, 2016

NAME OF APPLICANT: Deer Run Golf Club – 2305 W. 2nd Avenue

TYPE OF LICENSE/PERMIT: Class “C” Liquor License, Outdoor Area and Sunday Sales Privilege

	<u>Approve</u>	<u>Disapprove*</u>
Police Chief	<u>X</u>	<u></u>
Fire Chief	<u>X</u>	<u></u>
B&Z Official	<u>X</u>	<u></u>
Sign Compliance	<u>X</u>	<u></u>

*Reasons for disapproval

Applicant License Application (LC0031809)

Name of Applicant: <u>Thorn Tree Development</u>		
Name of Business (DBA): <u>Deer Run Golf Club</u>		
Address of Premises: <u>2305 W. 2nd Ave</u>		
City <u>Indianola</u>	County: <u>Warren</u>	Zip: <u>50125</u>
Business	<u>(515) 961-5445</u>	
Mailing	<u>Box 553</u>	
City <u>Indianola</u>	State <u>IA</u>	Zip: <u>50125</u>

Contact Person

Name <u>Cheryl Darr</u>	
Phone: <u>(515) 961-0080</u>	Email <u>scdarr@hotmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 03/05/2016

Expiration Date: 03/04/2017

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>[REDACTED]</u>	Federal Employer ID <u>[REDACTED]</u>

Ownership

Stephen Darr

First Name: <u>Stephen</u>	Last Name: <u>Darr</u>	
City: <u>Carlisle</u>	State: <u>Iowa</u>	Zip: <u>50047</u>
Position: <u>Owner</u>		
% of Ownership: <u>23.00%</u>	U.S. Citizen: <u>Yes</u>	

Cheryl Darr

First Name: <u>Cheryl</u>	Last Name: <u>Darr</u>	
City: <u>Carlisle</u>	State: <u>Iowa</u>	Zip: <u>50047</u>
Position: <u>Owner</u>		
% of Ownership: <u>22.00%</u>	U.S. Citizen: <u>Yes</u>	

Robert Darr

First Name: <u>Robert</u>	Last Name: <u>Darr</u>	
City:	State: <u>Missouri</u>	Zip: <u>63384</u>

Position: Owner

% of Ownership: 23.00%

U.S. Citizen: Yes

Eliza Darr

First Name: Eliza

Last Name: Darr

City:

State: Missouri

Zip: 63384

Position: Owner

% of Ownership: 22.00%

U.S. Citizen: Yes

Stephanie Owen

First Name: Stephanie

Last Name: Owen

City:

State: Kentucky

Zip: 40214

Position: Owner

% of Ownership: 6.00%

U.S. Citizen: Yes

Larry Shoop

First Name: Larry

Last Name: Shoop

City: Indianola

State: Iowa

Zip: 50125

Position: Shareholder

% of Ownership: 4.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: Allied Insurance

Policy Effective Date: 03/05/2016

Policy Expiration 03/05/2017

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Information

Subject

A new Special Class "C" Liquor License and Outdoor Area for Mishmash Sweet Treats - 113 E. Salem

Information

This is a new liquor license for Mishmash Sweet Treats located at 113 E. Salem. All the paperwork is in order and staff has approved. Katie Ohnemus is the owner.

Attachments

Mishmash Sweet Treats Liquor License

January 18, 2016

NAME OF APPLICANT: Mishmash Sweet Treats, LLC – 113 East Salem

TYPE OF LICENSE/PERMIT: Special Class “C” Liquor and Outdoor Area

	<u>Approve</u>	<u>Disapprove*</u>
Police Chief	<u>X</u>	<u></u>
Fire Chief	<u>X</u>	<u></u>
B&Z Official	<u>X</u>	<u></u>
Sign Compliance	<u>X</u>	<u></u>

*Reasons for disapproval

Applicant License Application ()

Name of Applicant: Mishmash Sweet Treats, LLC

Name of Business (DBA): Mishmash

Address of Premises: 113 East Salem

City Indianola

County: Iowa

Zip: 50125

Business (515) 962-5175

Mailing 115 Phillip Pl

City Indianola

State IA

Zip: 50125

Contact Person

Name Katie Ohnemus

Phone: (515) 681-5382

Email

mishmashtreats@gmail.com

Classification Special Class C Liquor License (BW) (Beer/Wine)

Term: 12 months

Effective Date: 02/15/2016

Expiration Date: 01/01/1900

Privileges:

Outdoor Service

Special Class C Liquor License (BW) (Beer/Wine)

Status of Business

BusinessType: Limited Liability Company

Corporate ID Number: [REDACTED]

Federal Employer ID [REDACTED]

Ownership

Katie Ohnemus

First Name: Katie

Last Name: Ohnemus

City: Indianola

State: Iowa

Zip: 50125

Position: Owner

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: Nationwide Insurance Company

Policy Effective Date:

Policy Expiration

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Information

Subject

Annual adoption of the Investment Policy

* No changes are recommended

Information

The Investment Policy (packet) approval is an annual item. No changes are recommended.

Attachments

Investment Policy

CITY OF INDIANOLA INVESTMENT POLICY

SECTION 1 -- SCOPE OF INVESTMENT POLICY

The Investment Policy of the City of Indianola shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the City of Indianola. This policy also applies to Indianola Police Retirement Funds in excess of the funding of the Municipal Fire and Police Retirement System of Iowa (MFPRSI). Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy.

The investment of bond funds or sinking funds shall comply not only with this investment policy, but also be consistent with any applicable bond resolution.

This Investment Policy is intended to comply with Iowa Code Chapter 12B and 12C.

Upon passage and upon future amendment, if any, copies of this Investment Policy shall be delivered to all of the following:

1. The governing body or officer of the City of Indianola to which the Investment Policy applies.
2. All depository institutions or fiduciaries for public funds of the City of Indianola.
3. The auditor engaged to audit any fund of the City of Indianola.

In addition, a copy of this Investment Policy shall be delivered to every fiduciary or third party assisting with or facilitating investment of the funds of the City of Indianola.

SECTION 2 -- DELEGATION OF AUTHORITY

In accordance with Section 12B.10(1), the responsibility for conducting investment transactions resides with the Treasurer and Finance Director of Indianola. Only the Treasurer and Finance Director and those authorized by ordinance or resolution may invest public funds and a copy of any empowering ordinance or resolution shall be attached to this Investment Policy.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit or investment of public funds or acting in a fiduciary capacity for the City of Indianola shall require the outside person to notify in writing the Finance Director within thirty days of receipt of all communication from the Auditor of the outside person or any regulatory authority of the existence of a material weakness in internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to the City of Indianola by the outside person.

The records of investment transactions made by or on behalf of the City of Indianola are public records and are the property of the City of Indianola whether in the custody of the Finance Director or in the custody of a fiduciary or other third party.

The Treasurer and Finance Director shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent losses of public funds, to document those officers and

employees of the City of Indianola responsible for elements of the investment process and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statement and related report on internal control structure of all outside persons performing any of the following for this public body.

1. Investing public funds.
2. Advising on the investment of public funds.
3. Directing the deposit or investment of public funds.
4. Acting in a fiduciary capacity for this public body.

A Bank, Savings and Loan Association or Credit Union providing only depository services shall not be required to provide an audited financial statement and related report on internal control structure.

The Treasurer of Indianola and all employees authorized to place investments shall be bonded in the amount of \$25,000.

SECTION 3 -- OBJECTIVE OF INVESTMENT POLICY

The primary objectives, in order of priority, of all investment activities involving the financial assets of the City of Indianola shall be the following:

1. Safety: Safety and preservation of principal in the overall portfolio is the foremost investment objective.
2. Liquidity: Maintaining the necessary liquidity to match expected liabilities is the second investment objective.
3. Return: Obtaining a reasonable return is the third investment objective.

SECTION 4 -- PRUDENCE

The Treasurer of Indianola, when investing or depositing public funds, shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the Section 3 investment objectives. This standard requires that when making investment decisions, the Treasurer shall consider the role that the investment or deposit plays within the portfolio of assets of the City of Indianola and the investment objectives stated in Section 3.

SECTION 5 -- INSTRUMENTS ELIGIBLE FOR INVESTMENT

Assets of the City of Indianola may be invested in the following:

- Interest bearing savings accounts, interest bearing money market accounts, and interest bearing checking accounts at any bank, savings and loan association or credit union in the State of Iowa. Each bank must be on the most recent Approved Bank List as distributed by the Treasurer of the State of Iowa or as amended as necessary by notice inserted in the monthly mailing by the Rate Setting Committee. Each financial institution shall be properly declared as a depository by the governing body of the City of Indianola. Deposits in any financial institution shall not exceed the maximum approved by the governing body of the City of Indianola.

- Obligations of the United States government, its agencies and instrumentality's.
- Certificates of deposit and other evidences of deposit at federally insured depository institutions approved and secured pursuant to Chapter 12C.
- Iowa Public Agency Investment Trust (IPAIT).
- Prime bankers' acceptance that mature within 180 days of purchase and that are eligible for purchase by a federal reserve bank.
- Commercial paper or other short-term corporate debt that matures within 270 days of purchase and is rated within the highest classification, as established by at least one of the standard ratings services approved by the superintendent of banking. If rated by two services, the highest classification in both.
- Repurchase agreements collateralized at no less than 102% and provided that the underlying collateral consists of obligations of the United States government, its agencies and instrumentality's and the Finance Director takes delivery of the collateral either directly or through an authorized custodian. Broker/dealer must be of highest rating or bank must be on Approved Bank List discussed earlier in this Policy Section.
- An open-end management investment company registered with the Securities & Exchange Commission under the federal Investment Company Act of 1940, 15 U.S.C. Section 80(a) and operated in accordance with 17 C.F.R. Section 270.2a-7, whose portfolio investments are limited to those instruments individually authorized in Section 5 of this Investment Policy.
- Mortgage Backed Securities that are unleveraged, straight fixed or floating rate and are issued directly by a U.S. Government Agency or securitized by Government Agency sponsored mortgages.
- All instruments eligible for investment are further qualified by all other provisions of this Investment Policy, including Section 7 investment maturity limitations and Section 8 diversification requirements.

SECTION 6 -- PROHIBITED INVESTMENTS AND INVESTMENT PRACTICES

DERIVATIVES AND STRUCTURED SECURITIES DEFINED

Financial derivatives are broadly defined as financial instruments which derive their value from the performance of a wide assortment of financial contracts, including structured debt obligations and deposits, swaps, exchange traded futures, exchange traded over the counter options, caps, floors, collars, mortgage backed securities, foreign exchange forwards, tender option bonds, and various combinations thereof.

Assets of the City of Indianola shall not be invested in the following:

1. Any derivative or structured security which does not have a readily available pricing service or broker/dealer quote source.
2. Any derivative or structured security whose duration cannot be modeled effectively.
3. Any derivative or structured security with exposure to the following: borrowing/external leverage, foreign currency, equity, commodity licenses or other non-fixed income instruments.
4. Any other derivative or structured security not specifically named as eligible in Section 5.
5. Reverse repurchase agreements.
6. Futures and options contracts.

Assets of the City of Indianola shall not be invested pursuant to the following investment practices:

1. Trading of securities for speculation or the realization of short-term trading gains.
2. Pursuant to a contract providing for the compensation of an agent of fiduciary based upon the performance of the investment assets.
3. If a fiduciary or other third party with custody of public investment transaction records of the City of Indianola fails to produce requested records when requested by this public body within a reasonable time, the City Treasurer shall make no new investment with or through the fiduciary or third party and shall not renew maturing investments with or through the fiduciary or third party.

SECTION 7 -- INVESTMENT MATURITY LIMITATIONS

- Operating Funds must be identified and distinguished from all other funds available for investment. Operating Funds are defined as those funds which are reasonably expected to be expended during a current budget year or within fifteen months of receipt.
- All investments authorized in Section 5 are further subject to the following investment maturity limitations:
 1. Operating Funds may only be invested in instruments authorized in Section 5 of this Investment Policy that mature within three hundred ninety-seven (397) days.
 2. The Treasurer may invest funds of the City of Indianola that are not identified as Operating funds in investments with maturities longer than three hundred ninety-seven (397) days. However, all investments of the City of Indianola shall have maturities that are consistent, with the needs and uses of the City of Indianola.
 3. The diversity of fixed income securities shall match cash flow needs with an absolute effective duration range of 2-5 years.

SECTION 8 -- DIVERSIFICATION

Investments of the City of Indianola are subject to the following diversification requirements:

Prime bankers' acceptances:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the City of Indianola shall be invested in prime bankers' acceptances, and
2. At the time of purchase, no more than five percent (5%) of the investment portfolio of the City of Indianola shall be invested in the securities of a single issuer.

Commercial paper or short-term corporate debt:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the City of Indianola shall be in commercial paper or other short-term corporate debt, and
2. At the time of purchase, no more than five percent (5%) of the investment portfolio of the City of Indianola shall be invested in the securities of a single issuer.

Where possible, it is the policy of the City of Indianola to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. In establishing specific diversification strategies, the following general policies and constraints shall apply:

1. Portfolio maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide stability of income and reasonable liquidity.
2. Liquidity practices shall ensure that the next scheduled disbursement is covered through maturing investments, marketable U.S. Treasury bills or cash on hand.
3. Risks of market price volatility shall be controlled through maturity diversification so that aggregate price losses on instruments with maturities approaching one year shall not be greater than coupon interest and investment income received from the balance of the portfolio.

SECTION 9 -- SAFEKEEPING AND CUSTODY

All invested assets of the City of Indianola involving the use of a public funds custodial agreement, as defined in Section 12B.10, shall comply with all rules adopted pursuant to Section 12B.10. All custodial agreements shall be in writing and shall contain a provision that all custodial services be provided in accordance with the laws of the state of Iowa.

SECTION 10 -- ETHICS AND CONFLICT OF INTEREST

The Treasurer and all officers and employees of the City of Indianola involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

SECTION 11 -- REPORTING

The Treasurer shall submit annually an investment report that summarizes recent market conditions and investment strategies employed since the last investment report. The investment report shall set out the current portfolio in terms of maturity, rates of return and other features and summarize all investment transactions that have occurred during the reporting period and compare the investment results with the budgetary expectations. A quarterly review of the portfolio shall be received with the emphasis on performance, stress test, etc. The City Council may approve exceptions to this policy on a short term basis so long as complete compliance remains the ultimate goal.

SECTION 12 -- INVESTMENT POLICY REVIEW AND AMENDMENT

This Investment Policy shall be reviewed annually or more frequently as appropriate. Notice of amendments to the Investment Policy shall be promptly given to all parties noted in Section 1.

APPROVED THIS 2nd day of February, 2016.

Kelly B. Shaw, Mayor

Attest:

Diana Bowlin, City Clerk

Information

Subject

Resolution naming depositories

* Indicates where and amount of public funds the city deposits

Information

Cities are required to adopt an annual resolution indicating where and what amount of its funds are deposited in financial institutions. In the packet is the annual resolution designating Indianola's deposits. Attempts are made to spread the funds locally. The \$24 million for Bankers Trust account is for the investment portfolio. Note these funds include the Electric/Water Departments as well.

Attachments

Resolution

Council member _____ introduced the following Resolution Naming Depositories and moved its approval. _____ seconded the motion. On roll call the vote was, AYES: . NAYS:. ABSENT: Whereupon the Mayor declared the motion carried.

RESOLUTION NAMING DEPOSITORIES

BE IT RESOLVED by the City Council of Indianola in Warren County, Iowa; That we do hereby designate the following named banks and savings and loans to be depositories of the City of Indianola funds in amounts not to exceed the amount named opposite each of said designated depositories and the Director of Finance is hereby authorized to deposit the City of Indianola funds in amounts not to exceed in the aggregate the amounts named for said banks and savings and loans as follows, to wit:

<u>Depository</u>	<u>Location</u>	<u>Maximum Deposit In Effect Under Prior Resolution</u>	<u>Maximum Deposit In Effect Under This Resolution</u>
Bankers Trust	665 Locust St. Des Moines, Ia	\$24,000,000	\$24,000,000
City State Bank	1510 N. 1 st Indianola, Ia	\$20,000,000	\$20,000,000
Community Bank	1401 N. Jefferson Indianola, Ia	\$ 1,000,000	\$ 1,000,000
Wells Fargo Bank	509 N. Jefferson Indianola, Ia	\$ 1,000,000	\$ 1,000,000
Peoples Bank	400 E. Iowa Indianola, Ia	\$ 1,000,000	\$ 1,000,000
Regions Bank	114 N. Howard Indianola, Ia	\$ 1,000,000	\$ 1,000,000
Bank Of The West	211 E. Boston Indianola, Ia	\$ 1,000,000	\$ 1,000,000

Dated at Indianola, Iowa this 2nd day of February, 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Information

Subject

Street closure request from the Mayor's Youth Council - Bike Fest 2016 - June 18, 2016 - 6:00 a.m. - 1:00 p.m. - request is to close Howard Street between Salem and Ashland, Ashland between Howard and Buxton Street and the inside lanes of Salem and Buxton on the square

Information

The Mayor's Youth Council is planning their fourth community bicycle event and is requesting to closed both lanes of Howard and Ashland and the inside lanes of Salem and Buxton around the square on June 18, 2016 from 6:00 a.m. - 1:00 p.m. The application was received on January 20, 2016 and staff has approved.

Attachments

[Bike Fest 2016 Event Application](#)

Date: 1/20/16

Event Application

For Bike Fest 2016

Event Date : June 18, 2016 (6:00 a.m. - 1:00 p.m.)

Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Ed Yando	<u>OK EY</u>	_____
Fire Department – Greg Chia	<u>OK GME</u>	_____
Police Department – Brian Sher	<u>OK BS</u>	_____
City Manager – Ryan Waller	<u>OK RW</u>	_____
HR & Risk Manager – RoxAnne Hunerdosse	<u>OK RH</u>	_____
Chamber of Commerce	Fax: 961-9753	_____

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name: Bike Fest 2016
Date/Time of Event: Saturday, June 18, 2016 10:00am - Noon
Location of Event: The Square (East side)
Event Sponsor(s): Indianola Mayor's Youth Council

Contact Information:

Organization: Indianola Mayor's Youth Council (MYC)
Contact Name: Becky Lane (or Kelly Shaw)
Address: Indianola Parks & Recreation 2204 W. 2nd Ave
Telephone Number: 961-9420
Cell Phone Number: 783-7150
Fax Number: 961-9426
Email Address: blane@cityofindianola.com
Today's Date: 6/18/16

Anticipated Attendance: 150-200 Per Day 150-200 Total

Event Information:

Setup Begins	Date: <u>6/18/16</u>	Time: <u>6:00am</u>	Day of Week: <u>Saturday</u>
Event Starts	Date: <u>6/18/16</u>	Time: <u>10:00am</u>	Day of Week: <u>Sat.</u>
Event Ends	Date: <u>6/18/16</u>	Time: <u>Noon</u>	Day of Week: <u>Sat.</u>
Dismantle	Date: <u>6/18/16</u>	Time: <u>1:00pm</u> <u>done</u>	Day of Week: <u>Sat.</u>

Becky Lane

Applicant Signature

RETURN PERMIT APPLICATION TO:
110 North First Street, PO Box 299
Indianola, Iowa 50125
Phone: 515-961-9410 Fax: 515-961-9402
www.indianolaiowa.gov
E-Mail: dbowlin@cityofindianola.com

Narrative:

Please describe your request and event:

MYC is planning their 4th community bicycle event - a family friendly event that offers free and fun bike related activities to encourage safe bicycling in Indianola and to promote a healthy lifestyle.

Please describe what streets you are planning to close:

MYC is requesting closure of the east side of The Square (both lanes of Howard St) plus the inside lanes all around the square (closest to Courthouse).

Please describe your safety plan including crowd control. Attach additional sheets if necessary. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, and alcohol, prior history with this event or similar events and other criteria.

The inside lanes will be barricaded to allow safe bike passage to all sides of The Square and possible "bike parade" at the end of the event. Signage will direct bikes to stay off the sidewalks.

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

First aid kits will be available at the event. All workers will have a cell phone for communication. In the event of emergency 911 will be called.

Please describe your plan for cleanup and removal of recyclable goods and garbage during and after your event.

No outside vendors are planned at this time. We will utilize existing trash receptacles as needed.

Thank you for your interest in holding a neighborhood or community event!

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

Phone: 515-961-9410 Fax: 515-961-9402

www.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com

West

C St.

B St.

Buxton St.

Courthouse

BIKE
HOWARD ST.
FEST

First St.

East

North

South

Highway 65/69

Highway 92

First Avenue

Boston Avenue

NO ACCESS

ASHLAND AVENUE
(ELKS)

Salem Avenue

Meeting Date: 02/02/2016

Information
Subject

Prior and final approval applications for urban revitalization designation

Information

The following comprise a list of prior and final applications for Urban Revitalization Designation. The paperwork is in order.

Prior

Orton Homes, LLC - 1305 W. 14th - SFD - \$160,000

Happe Homes, LLP - 104 N. 20th Street - SFD - \$193,750

Final

Orton Homes, LLC - 1303 W. 14th - SFD - \$230,000

Orton Homes, LLC - 1301 W. 14th - SFD - \$250,000

Jerry's Homes Inc. - 1707 Apple Lane - SFD - \$131,000

NOTE: All SFD's have the first \$75,000 abated.

Below is a list of permits issued through January 31, 2016 and previous years.

	2016		2015		2014		2013		2012	
SFD	4	\$799,500 \$199,875	0	0	0	0	0	0	0	0
Duplexes	0	0	0	0	0	0	0	0	0	0
MFD	1	\$10,944,453	0	0	0	0	0	0	0	0
Add/Alt	2	\$28,000	0	0	0	0	3	\$19,300	0	0
Non-Residential			3	\$4,520,558	3	\$629,000	3	\$690,950	2	\$142,000
Total	7	\$11,771,953	3	\$4,520,558	3	\$629,000	6	\$710,250	2	\$142,000

AttachmentsUR AppsUR Apps 1UR Apps 2

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

☒ 3 Year Abatement ☐ 5 Year Abatement Date 1/18/16
(please initial items below)

☐ Prior Approval for Intended Improvements ☒ Approval of Improvements Completed

Address of Property: 1303 W 14th, Indianola

Legal Description of Property: Indianola Deer Creek Plat # 1st 2

Title Holder or Contract Buyer: Orton Homes, LLC

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: ☐ Residential ☐ Commercial ☐ Industrial ☒ Vacant

Proposed Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant

☐ Rental ☒ Owner Occupied

Nature of Improvements: ☐ Addition ☒ New Construction ☐ General Improvements

DESCRIPTION: 1 story sfd - 1,537 sq. ft. - 3 bedrooms -
2 full baths - 2 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes ☐ No ☐

Attic space insulation rated R-44 or higher? Yes ☐ No ☐

125 M.P.H. lifetime shingle? Yes ☐ No ☐

Windows have minimum U factor of .31 or less or a low E rating? Yes ☐ No ☐

H.V.A.C. has a minimum 90% efficiency rating? Yes ☐ No ☐

Programmable Energy Star thermostat installed? Yes ☐ No ☐

All ductwork is taped and sealed? Yes ☐ No ☐

All appliances are Energy Star rated? Yes ☐ No ☐

A/C Unit with Minimum SEER rating of 14 Yes ☐ No ☐ Brand? _____

Furnace with a minimum 90% efficiency rating Yes ☐ No ☐ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes ☐ No ☐ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes ☐ No ☐

Faucets 2.0 GPM? Yes ☐ No ☐

Showers 2.0 GPM? Yes ☐ No ☐

Water closets 1.3 GPM or dual flush? Yes ☐ No ☐

Ductwork in unconditioned spaces all insulated? Yes ☐ No ☐

Four trees and six shrubs planted? Yes ☐ No ☐

Estimated or Actual Date of Completion: 1/18/16

Estimated or Actual Value of Improvements: \$230,000

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant _____ Date of Occupancy _____ Relocation Benefits _____

Signed By: Jason Patrick [Signature]

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

☒ 3 Year Abatement ☐ 5 Year Abatement Date 11/18/16
(please initial items below)

☐ Prior Approval for Intended Improvements ☒ Approval of Improvements Completed

Address of Property: 1301 W 14th, Indianapolis

Legal Description of Property: Indianola Deer Creek Plat 1 Lot 1

Title Holder or Contract Buyer: Orton Homes, LLC

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: ☐ Residential ☐ Commercial ☐ Industrial ☒ Vacant

Proposed Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant

☐ Rental ☒ Owner Occupied

Nature of Improvements: ☐ Addition ☒ New Construction ☐ General Improvements

DESCRIPTION: 2 story sfd - 1,846 sq. ft. - 3 bedrooms -
2 full baths - 1 partial bath - 3 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes ☐ No ☐

Attic space insulation rated R-44 or higher? Yes ☐ No ☐

125 M.P.H. lifetime shingle? Yes ☐ No ☐

Windows have minimum U factor of .31 or less or a low E rating? Yes ☐ No ☐

H.V.A.C. has a minimum 90% efficiency rating? Yes ☐ No ☐

Programmable Energy Star thermostat installed? Yes ☐ No ☐

All ductwork is taped and sealed? Yes ☐ No ☐

All appliances are Energy Star rated? Yes ☐ No ☐

A/C Unit with Minimum SEER rating of 14 Yes ☐ No ☐ Brand? _____

Furnace with a minimum 90% efficiency rating Yes ☐ No ☐ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes ☐ No ☐ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes ☐ No ☐

Faucets 2.0 GPM? Yes ☐ No ☐

Showers 2.0 GPM? Yes ☐ No ☐

Water closets 1.3 GPM or dual flush? Yes ☐ No ☐

Ductwork in unconditioned spaces all insulated? Yes ☐ No ☐

Four trees and six shrubs planted? Yes ☐ No ☐

Estimated or Actual Date of Completion: 11/18/16

Estimated or Actual Value of Improvements: \$250.00

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant

Date of Occupancy

Relocation Benefits

Signed By: Paula Puccio Treasurer

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

X 3 Year Abatement _____ 5 Year Abatement _____ Date 1/25/16
(please initial items below)

_____ Prior Approval for Intended Improvements X Approval of Improvements Completed

Address of Property: 1707 Apple Lane

Legal Description of Property: Lot 24 Scenic Pointe

Title Holder or Contract Buyer: Jeunp Homes, Inc.

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: _____ Residential _____ Commercial _____ Industrial X Vacant

Proposed Property Use: X Residential _____ Commercial _____ Industrial _____ Vacant

_____ Rental X Owner Occupied

Nature of Improvements: _____ Addition X New Construction _____ General Improvements

DESCRIPTION: 2 story sfd - 1565 sq. ft. - 3 bedrooms -

2 full baths - 1 partial bath - 2 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes _____ No _____

Attic space insulation rated R-44 or higher? Yes _____ No _____

125 M.P.H. lifetime shingle? Yes _____ No _____

Windows have minimum U factor of .31 or less or a low E rating? Yes _____ No _____

H.V.A.C. has a minimum 90% efficiency rating? Yes _____ No _____

Programmable Energy Star thermostat installed? Yes _____ No _____

All ductwork is taped and sealed? Yes _____ No _____

All appliances are Energy Star rated? Yes _____ No _____

A/C Unit with Minimum SEER rating of 14 Yes _____ No _____ Brand? _____

Furnace with a minimum 90% efficiency rating Yes _____ No _____ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes _____ No _____ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes _____ No _____

Faucets 2.0 GPM? Yes _____ No _____

Showers 2.0 GPM? Yes _____ No _____

Water closets 1.3 GPM or dual flush? Yes _____ No _____

Ductwork in unconditioned spaces all insulated? Yes _____ No _____

Four trees and six shrubs planted? Yes _____ No _____

Estimated or Actual Date of Completion: 1/22/16

Estimated or Actual Value of Improvements: \$131,000

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant _____ Date of Occupancy _____ Relocation Benefits _____

Signed By: [Signature]

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

☒ 3 Year Abatement ☐ 5 Year Abatement Date 1/26/16
(please initial items below)

☒ Prior Approval for Intended Improvements ☐ Approval of Improvements Completed

Address of Property: 1305 W 14th Ave.

Legal Description of Property: Lot 3 Deer Creek plat 1

Title Holder or Contract Buyer: Orton Homes

Address of Owner (if different than above): 2208 Woodlark Plwy Cline IA 50325

Phone Number (to be reached during the day): 528-8123

Existing Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant

Proposed Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant

☐ Rental ☐ Owner Occupied

Nature of Improvements: ☐ Addition ☒ New Construction ☐ General Improvements

DESCRIPTION: Single Family New Construction. 1 story.

3 bedrooms - 2 full bath - 3 car gar.

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes ☐ No ☐

Attic space insulation rated R-44 or higher? Yes ☐ No ☐

125 M.P.H. lifetime shingle? Yes ☒ No ☐

Windows have minimum U factor of .31 or less or a low E rating? Yes ☐ No ☐

H.V.A.C. has a minimum 90% efficiency rating? Yes ☐ No ☐

Programmable Energy Star thermostat installed? Yes ☐ No ☐

All ductwork is taped and sealed? Yes ☐ No ☐

All appliances are Energy Star rated? Yes ☐ No ☐

A/C Unit with Minimum SEER rating of 14 Yes ☐ No ☐ Brand?

Furnace with a minimum 90% efficiency rating Yes ☐ No ☐ Brand?

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes ☐ No ☐ Brand?

Rating?

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes ☐ No ☐

Faucets 2.0 GPM? Yes ☐ No ☐

Showers 2.0 GPM? Yes ☐ No ☐

Water closets 1.3 GPM or dual flush? Yes ☐ No ☐

Ductwork in unconditioned spaces all insulated? Yes ☐ No ☐

Four trees and six shrubs planted? Yes ☐ No ☐

Estimated or Actual Date of Completion: 6/2016

Estimated or Actual Value of Improvements: \$160,000

If rental property, complete the following: Number of Units

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant Date of Occupancy Relocation Benefits

Signed By: [Signature]

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

3 Year Abatement ☒ 5 Year Abatement ☐ Date 1/27/16
(please initial items below)

☒ Prior Approval for Intended Improvements ☐ Approval of Improvements Completed

Address of Property: 104 N 20th Street

Legal Description of Property: Lot 12 MEADOW BROOKE

Title Holder or Contract Buyer: HAPPE HOMES, LLP

Address of Owner (if different than above): 2575 N. ANKENY BLVD. SUITE 211

Phone Number (to be reached during the day): (515) 963-0842

Existing Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant

Proposed Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant

☐ Rental ☒ Owner Occupied

Nature of Improvements: ☐ Addition ☒ New Construction ☐ General Improvements

DESCRIPTION: 1 story sfd - 2,890 sq. ft. - 4 bedrooms - 1 full bath -
3 partial baths - 3 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Attic space insulation rated R-44 or higher?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
125 M.P.H. lifetime shingle?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Windows have minimum U factor of .31 or less or a low E rating?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
H.V.A.C. has a minimum 90% efficiency rating?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Programmable Energy Star thermostat installed?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
All ductwork is taped and sealed?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
All appliances are Energy Star rated?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
A/C Unit with Minimum SEER rating of 14	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Furnace with a minimum 90% efficiency rating	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Rating?	<u>PK</u>	
Plumbing fixtures in both kitchen and baths are all Energy Star rated?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Faucets 2.0 GPM?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Showers 2.0 GPM?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Water closets 1.3 GPM or dual flush?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Ductwork in unconditioned spaces all insulated?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>
Four trees and six shrubs planted?	Yes <input checked="" type="checkbox"/> <u>PK</u>	No <input type="checkbox"/>

Estimated or Actual Date of Completion: 6/20/16

Estimated or Actual Value of Improvements: \$193,750

If rental property, complete the following: Number of Units —

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant	Date of Occupancy	Relocation Benefits
--------	-------------------	---------------------

Signed By: [Signature]

Information

Subject

Claims on the computer printout for February 2, 2016

Information

Attachments

Vendor Report

Claims

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
AGRILAND FS INC				
AGRILAND FS INC	SOCCER FERTILIZER	01/18/2016	1,488.44	PARK & RECREATI
AGRILAND FS INC	MAC FERTILIZER	01/18/2016	270.90	POOL (MEMORIAL)
AGRILAND FS INC	SOFTBALL FERTILIZER	01/18/2016	1,318.90	PARK & RECREATI
AGRILAND FS INC	PARKS FERTILIZER	01/18/2016	8,305.80	PARK & RECREATI
Total AGRILAND FS INC:			11,384.04	
AIR-CON MECHANICAL CORP.				
AIR-CON MECHANICAL CORP.	REPLACE FITTING TANK	01/11/2016	205.36	GENERAL FUND
AIR-CON MECHANICAL CORP.	QTR AGREEMENT	01/18/2016	1,228.06	GENERAL FUND
AIR-CON MECHANICAL CORP.	REPLACE FITTING TANK	01/18/2016	419.16	GENERAL FUND
Total AIR-CON MECHANICAL CORP.:			1,852.58	
ARCPOINT DES MOINES				
ARCPOINT DES MOINES	POST ACCIDENT DRUG SCREEN	01/18/2016	501.50	AMBULANCE FUN
Total ARCPOINT DES MOINES:			501.50	
AUBERT'S TOWING				
AUBERT'S TOWING	TOW - ABANDON	11/20/2015	250.00	POLICE FUND
AUBERT'S TOWING	TOW - ABANDON	12/10/2015	160.00	POLICE FUND
Total AUBERT'S TOWING:			410.00	
BOB'S CUSTOM TROPHIES				
BOB'S CUSTOM TROPHIES	NAME PLATES	01/27/2016	17.00	GENERAL FUND
Total BOB'S CUSTOM TROPHIES:			17.00	
CARPENTER UNIFORM CO				
CARPENTER UNIFORM CO	VEST - BUHROW	01/19/2016	675.00	POLICE FUND
Total CARPENTER UNIFORM CO:			675.00	
CARTER, BECKI				
CARTER, BECKI	REFUND - BASKETBALL OVERPAYMENT	01/20/2016	25.00	PARK & RECREATI
Total CARTER, BECKI:			25.00	
COMMUNITY BANK				
COMMUNITY BANK	DOWNTOWN INCENTIVE - OUDERKIRK/COM	01/19/2016	151.87	DOWNTOWN BIZ I
Total COMMUNITY BANK:			151.87	
CRAIG'S AUTOMOTIVE				
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	01/13/2016	190.00	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	01/03/2016	20.00	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE SERVICE	01/14/2016	140.00	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE SERVICE	01/04/2016	45.50	POLICE FUND
Total CRAIG'S AUTOMOTIVE:			395.50	
CREATIVE SERVICES OF NEW ENGLAND				
CREATIVE SERVICES OF NEW	SUPPLIES	01/06/2016	627.20	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CREATIVE SERVICES OF NEW ENGLAND:			627.20	
DES MOINES WATER WORKS				
DES MOINES WATER WORKS	DECEMBER BILLING & INSERTS	01/11/2016	2,920.17	GENERAL FUND
Total DES MOINES WATER WORKS:			2,920.17	
DIAMOND OIL COMPANY				
DIAMOND OIL COMPANY	DIESEL FUEL FOR GENERATORS	01/11/2016	1,225.80	SEWER FUND
Total DIAMOND OIL COMPANY:			1,225.80	
DLH GRAFX				
DLH GRAFX	T-SHIRTS - BASKETBALL	01/14/2016	458.82	PARK & RECREATI
DLH GRAFX	EMBROIDERY ON SHIRTS	01/18/2016	45.80	PARK & RECREATI
Total DLH GRAFX:			504.62	
DOWNEY TIRE SERVICE				
DOWNEY TIRE SERVICE	TIRE REPAIR	01/08/2016	19.71	ROAD USE TAX FU
Total DOWNEY TIRE SERVICE:			19.71	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	ACTIVITY CENTER CLEANIANG - JAN 2016	01/22/2016	1,562.00	PARK & RECREATI
Total DUST PROS JANITORIAL:			1,562.00	
FRASER TRANSPORTATION LLC				
FRASER TRANSPORTATION LL	ALS TIEER	01/08/2016	200.00	AMBULANCE FUN
Total FRASER TRANSPORTATION LLC:			200.00	
GREATER DM CONVENTION & VISITORS BUREAU				
GREATER DM CONVENTION &	MEMBERSHIP	12/22/2015	8,103.05	GENERAL FUND
Total GREATER DM CONVENTION & VISITORS BUREAU:			8,103.05	
HALLETT MATERIALS				
HALLETT MATERIALS	SKID SAND	01/09/2016	1,071.63	ROAD USE TAX FU
Total HALLETT MATERIALS:			1,071.63	
HAWKEYE TRUCK EQUIPMENT				
HAWKEYE TRUCK EQUIPMENT	SNOW PLOW	01/19/2016	6,220.00	ROAD USE TAX FU
Total HAWKEYE TRUCK EQUIPMENT:			6,220.00	
HEALTH DESIGN PLUS-ES				
HEALTH DESIGN PLUS-ES	OVERPAYMENT	01/20/2016	103.20	AMBULANCE FUN
Total HEALTH DESIGN PLUS-ES:			103.20	
HR GREEN INC				
HR GREEN INC	GENERAL WASTEWATER ENGINEERING	08/03/2015	4,985.12	SEWER CAPITAL P

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total HR GREEN INC:			4,985.12	
ILLINOIS FIRE STORE				
ILLINOIS FIRE STORE	FLASH LIGHT	12/31/2015	55.00	FIRE FUND
Total ILLINOIS FIRE STORE:			55.00	
INDOFF INCORPORATED				
INDOFF INCORPORATED	POST IT NOTES & TAPE	01/13/2016	32.95	PARK & RECREATI
INDOFF INCORPORATED	LABELS	01/19/2016	35.99	PARK & RECREATI
Total INDOFF INCORPORATED:			68.94	
INFOMAX OFFICE SYSTEMS INC.				
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	01/15/2016	758.49	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	01/15/2016	.20	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	01/15/2016	37.55	AMBULANCE FUN
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	01/15/2016	25.00	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	01/15/2016	35.62	FIRE FUND
INFOMAX OFFICE SYSTEMS IN	COPIER CONTRACT	01/04/2016	110.82	POLICE FUND
Total INFOMAX OFFICE SYSTEMS INC.:			967.68	
IOWA ASSOC OF MUN UTILITIES				
IOWA ASSOC OF MUN UTILITIE	NOV. SAFETY TRAINING	12/31/2015	88.03	PARK & RECREATI
IOWA ASSOC OF MUN UTILITIE	NOV. SAFETY TRAINING	12/31/2015	153.72	ROAD USE TAX FU
IOWA ASSOC OF MUN UTILITIE	NOV. SAFETY TRAINING	12/31/2015	131.76	SEWER FUND
Total IOWA ASSOC OF MUN UTILITIES:			373.51	
IOWA CHAPTER OF IAPMO				
IOWA CHAPTER OF IAPMO	2016 MEMBERSHIP DUES	01/27/2016	40.00	GENERAL FUND
Total IOWA CHAPTER OF IAPMO:			40.00	
IOWA ONE CALL				
IOWA ONE CALL	LOCATES	01/13/2016	106.20	SEWER FUND
Total IOWA ONE CALL:			106.20	
IOWA PLAINS SIGNING INC				
IOWA PLAINS SIGNING INC	SAFETY CONES (30)	01/20/2016	510.00	ROAD USE TAX FU
Total IOWA PLAINS SIGNING INC:			510.00	
JIM'S JOHNS				
JIM'S JOHNS	KYBO - NOV, DEC & JAN	01/05/2016	120.00	PARK & RECREATI
Total JIM'S JOHNS:			120.00	
KELLOW, PEGGY				
KELLOW, PEGGY	REFUND - CLASS CANCELLED	01/20/2016	15.00	PARK & RECREATI
Total KELLOW, PEGGY:			15.00	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - FEB 2016	01/26/2016	2,412.74	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total KIYA KODA HUMANE SOCIETY:			2,412.74	
KONICA MINOLTA BUSINESS SOLUTIONS				
KONICA MINOLTA BUSINESS S	COPIES	12/31/2015	21.87	PARK & RECREATI
Total KONICA MINOLTA BUSINESS SOLUTIONS:			21.87	
KOSMAN CLEANING CREW LLC				
KOSMAN CLEANING CREW LLC	2ND HALF OF JANUARY	01/25/2016	2,163.00	GENERAL FUND
Total KOSMAN CLEANING CREW LLC:			2,163.00	
MAAS360/FIBERLINK				
MAAS360/FIBERLINK	iPAD MANAGEMENT SOFTWARE	01/26/2016	540.00	GENERAL FUND
Total MAAS360/FIBERLINK:			540.00	
MARK PUTNEY ENTERPRISES				
MARK PUTNEY ENTERPRISES	SNOW/ICE REMOVAL YMCA DECEMBER 201	01/14/2016	2,240.00	YMCA MAINTENAN
Total MARK PUTNEY ENTERPRISES:			2,240.00	
MEDICARE OF IA				
MEDICARE OF IA	OVERPAYMENT	01/20/2016	49.30	AMBULANCE FUN
MEDICARE OF IA	OVERPAYMENT	01/20/2016	404.57	AMBULANCE FUN
Total MEDICARE OF IA:			453.87	
MERCY MEDICAL CENTER				
MERCY MEDICAL CENTER	ALS TIER/INTERCEPT	01/01/2016	207.00	AMBULANCE FUN
Total MERCY MEDICAL CENTER:			207.00	
METCALF, BRAD				
METCALF, BRAD	WELLNESS 1/13/16 - 2/12/16	01/13/2016	25.00	POLICE FUND
Total METCALF, BRAD:			25.00	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	01/20/2016	92.01	SEWER FUND
MID AMERICAN ENERGY CO.	74080-22010 FUEL HEAT	01/27/2015	1,672.05	GENERAL FUND
MID AMERICAN ENERGY CO.	08701-24006 QUAIL MDWS LIFT	01/22/2016	69.97	SEWER FUND
MID AMERICAN ENERGY CO.	05931-25003 N HWY 65/69 ENTRANCE SIGN	01/22/2015	21.40	GENERAL FUND
MID AMERICAN ENERGY CO.	26321-30003 ST LIGHTING	01/14/2016	152.38	GENERAL FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	01/20/2016	53.76	SEWER FUND
Total MID AMERICAN ENERGY CO.:			2,061.57	
MILLER ELECTRIC SERVICES				
MILLER ELECTRIC SERVICES	REPAIRED SHOP LIGHTS	01/14/2016	333.09	ROAD USE TAX FU
Total MILLER ELECTRIC SERVICES:			333.09	
NOBLE FORD-MERCURY				
NOBLE FORD-MERCURY	4 X 4 PICKUP	01/28/2016	30,645.38	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total NOBLE FORD-MERCURY:			30,645.38	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	FILTERS	01/19/2016	39.84	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			39.84	
PAPER 101				
PAPER 101	PAPER	01/19/2016	107.52	POLICE FUND
PAPER 101	PAPER	01/19/2016	107.52	FIRE FUND
PAPER 101	PAPER	01/19/2016	430.08	GENERAL FUND
PAPER 101	PAPER	01/19/2016	107.52	LIBRARY FUND
PAPER 101	PAPER	01/19/2016	107.52	PARK & RECREATI
Total PAPER 101:			860.16	
PELLA PRINTING				
PELLA PRINTING	WINTER MAGAZINE	12/29/2015	4,947.50	GENERAL FUND
PELLA PRINTING	WINTER MAGAZINE	12/29/2015	4,947.50	PARK & RECREATI
Total PELLA PRINTING:			9,895.00	
PEOPLES BANK				
PEOPLES BANK	PRINTING	12/31/2015	40.00	POLICE FUND
Total PEOPLES BANK:			40.00	
PETTY CASH-RECREATION				
PETTY CASH-RECREATION	KEY CARD - CARTER	01/20/2016	25.00	PARK & REC SPEC
PETTY CASH-RECREATION	KEYCARD - MORRIS	01/21/2016	5.00	PARK & REC SPEC
Total PETTY CASH-RECREATION:			30.00	
PHILIPS MEDICAL CAPITAL				
PHILIPS MEDICAL CAPITAL	MONITOR CONTRACT	01/09/2016	1,348.11	AMBULANCE FUN
Total PHILIPS MEDICAL CAPITAL:			1,348.11	
PIERCE BROTHERS REPAIR				
PIERCE BROTHERS REPAIR	STEEL	01/13/2016	18.00	ROAD USE TAX FU
Total PIERCE BROTHERS REPAIR:			18.00	
POINDEXTER FLOORING INC				
POINDEXTER FLOORING INC	WALL BASE	01/19/2016	88.00	GENERAL FUND
Total POINDEXTER FLOORING INC:			88.00	
POLK COUNTY HEALTH SERVICES				
POLK COUNTY HEALTH SERVI	CISD TRAINING	01/13/2016	260.00	FIRE FUND
Total POLK COUNTY HEALTH SERVICES:			260.00	
PURCHASE POWER				
PURCHASE POWER	POSTAGE	01/04/2016	3,000.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total PURCHASE POWER:			3,000.00	
RECORD-HERALD & INDIANOLA TRIBUNE				
RECORD-HERALD & INDIANOL	1 YR SUBSCRIPTION	01/24/2016	16.00	GENERAL FUND
Total RECORD-HERALD & INDIANOLA TRIBUNE:			16.00	
ROSS CHEMICAL SYSTEMS INC				
ROSS CHEMICAL SYSTEMS IN	LAUNDRY CHEMICALS	01/13/2016	177.35	FIRE FUND
Total ROSS CHEMICAL SYSTEMS INC:			177.35	
SHER, BRIAN				
SHER, BRIAN	CELL PHONE 11/23/15 - 12/22/15	01/17/2016	50.00	POLICE FUND
Total SHER, BRIAN:			50.00	
SHULL, DOUG				
SHULL, DOUG	TREASURER CONTRACT	01/26/2016	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
STEVESON, STEPHANIE				
STEVESON, STEPHANIE	DJ SERVICES - DADDY/DAUGHTER DANCES	01/26/2016	300.00	PARK & RECREATI
Total STEVESON, STEPHANIE:			300.00	
STUDIO FUSCO				
STUDIO FUSCO	CITY WEEK FLYERS	01/23/2015	97.50	GENERAL FUND
Total STUDIO FUSCO:			97.50	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	ACCT #1506	01/24/2016	79.00	GENERAL FUND
T.R.M. DISPOSAL LLC	GARBAGE - BUILDING ACCT #159	01/24/2016	15.00	POLICE FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	01/24/2016	96.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	01/24/2016	49.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			239.00	
TITAN MACHINERY				
TITAN MACHINERY	BOLT/NUT	12/29/2015	486.76	ROAD USE TAX FU
TITAN MACHINERY	BOLT	01/14/2016	196.92	ROAD USE TAX FU
TITAN MACHINERY	BOLT RETURN	01/14/2016	411.16	ROAD USE TAX FU
Total TITAN MACHINERY:			272.52	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONE - 2	01/12/2016	85.19	PARK & RECREATI
U.S. CELLULAR	CELL PHONE	01/12/2016	48.55	FIRE FUND
U.S. CELLULAR	CELL PHONE - 2	01/12/2016	88.79	PARK & RECREATI
U.S. CELLULAR	CELL PHONE -3	01/12/2016	152.75	ROAD USE TAX FU
Total U.S. CELLULAR:			375.28	
U.S. POSTMASTER				
U.S. POSTMASTER	POSTAGE	01/22/2016	1,500.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total U.S. POSTMASTER:			1,500.00	
VERIZON WIRELESS				
VERIZON WIRELESS	DATA	01/15/2016	281.03	POLICE FUND
Total VERIZON WIRELESS:			281.03	
WALLER, RYAN				
WALLER, RYAN	CELL PHONE 12/9/15 - 1/8/16	01/25/2016	75.00	GENERAL FUND
Total WALLER, RYAN:			75.00	
WARREN CO ECONOMIC DEV CORP				
WARREN CO ECONOMIC DEV	WCLI - TRAINING - SHER	01/11/2016	350.00	POLICE FUND
Total WARREN CO ECONOMIC DEV CORP:			350.00	
WARREN COUNTY ENGINEER				
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	01/08/2016	631.89	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	01/08/2016	221.02	SEWER FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	01/08/2016	1,552.07	POLICE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	01/08/2016	254.01	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	01/08/2016	236.44	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	01/08/2016	40.21	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	01/08/2016	3,128.51	ROAD USE TAX FU
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - VANS	01/08/2016	27.35	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION MISC - GAS CANS	01/08/2016	48.63	PARK & RECREATI
Total WARREN COUNTY ENGINEER:			6,140.13	
WARREN COUNTY SHERIFF				
WARREN COUNTY SHERIFF	DISPATCH SERVICES 1ST & 2ND QTR 15/16	01/11/2016	39,800.00	POLICE FUND
Total WARREN COUNTY SHERIFF:			39,800.00	
WARREN COUNTY TREASURER				
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	153.00	SEWER CAPITAL P
WARREN COUNTY TREASURE	PROPERTY TAXES - LIBRARY	01/19/2016	1,200.00	LIBRARY FUND
WARREN COUNTY TREASURE	PROPERTY TAXES - 204 N JEFFERSON	01/19/2016	238.00	CP--COMM RE-DE
WARREN COUNTY TREASURE	PROPERTY TAXES - 410 S JEFFERSON	01/19/2016	845.00	CP--COMM RE-DE
WARREN COUNTY TREASURE	PROPERTY TAXES - 506 W 2ND	01/19/2016	52.00	CP--COMM RE-DE
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	1.00	CP--COMM RE-DE
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	17.00	CP--COMM RE-DE
WARREN COUNTY TREASURE	PROPERTY TAXES - 203 W. 2ND	01/19/2016	288.00	CP--COMM RE-DE
WARREN COUNTY TREASURE	PROPERTY TAXES - 203 W. 2ND	01/19/2016	251.00	CP--COMM RE-DE
WARREN COUNTY TREASURE	PROPERTY TAXES - 400 E. EUCLID	01/19/2016	31.00	CP--COMM RE-DE
WARREN COUNTY TREASURE	PROPERTY TAXES - 910 E. 2ND	01/19/2016	685.00	CP--COMM RE-DE
WARREN COUNTY TREASURE	PROPERTY TAXES - 401 E EUCLID	01/19/2016	450.00	CP--COMM RE-DE
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	347.00	SEWER CAPITAL P
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	294.00	SEWER CAPITAL P
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	367.00	SEWER CAPITAL P
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	156.00	SEWER CAPITAL P
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	31.00	SEWER CAPITAL P
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	446.00	SEWER CAPITAL P
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	488.00	SEWER CAPITAL P
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	428.00	SEWER CAPITAL P
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	255.00	SEWER CAPITAL P

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	248.00	SEWER CAPITAL P
WARREN COUNTY TREASURE	PROPERTY TAXES	01/19/2016	334.00	SEWER CAPITAL P
Total WARREN COUNTY TREASURER:			7,605.00	
WREEVES AND ASSOCIATES INC				
WREEVES AND ASSOCIATES I	LED LIGHT/INSTALLATION KIT	01/15/2016	126.90	FIRE FUND
Total WREEVES AND ASSOCIATES INC:			126.90	
Grand Totals:			159,382.99	

City Council: _____

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
GENERAL FUND				
AIR-CON MECHANICAL CORP.	001-6500-63410	REPLACE FITTING TANK	01/11/2016	205.36
AIR-CON MECHANICAL CORP.	001-6500-63410	QTR AGREEMENT	01/18/2016	1,228.06
AIR-CON MECHANICAL CORP.	001-6500-63410	REPLACE FITTING TANK	01/18/2016	419.16
BOB'S CUSTOM TROPHIES	001-6500-65070	NAME PLATES	01/27/2016	17.00
DES MOINES WATER WORKS	001-6200-65080	DECEMBER BILLING & INSERT	01/11/2016	2,920.17
GREATER DM CONVENTION &	001-5100-64130	MEMBERSHIP	12/22/2015	8,103.05
INFOMAX OFFICE SYSTEMS IN	001-6100-63400	COPIER CONTRACT	01/15/2016	.20
INFOMAX OFFICE SYSTEMS IN	001-6200-63400	COPIER CONTRACT	01/15/2016	758.49
INFOMAX OFFICE SYSTEMS IN	001-1700-63410	COPIER CONTRACT	01/15/2016	25.00
IOWA CHAPTER OF IAPMO	001-1700-62100	2016 MEMBERSHIP DUES	01/27/2016	40.00
KOSMAN CLEANING CREW LLC	001-6500-64090	2ND HALF OF JANUARY	01/25/2016	2,163.00
MAAS360/FIBERLINK	001-6210-64190	iPAD MANAGEMENT SOFTWARE	01/26/2016	540.00
MID AMERICAN ENERGY CO.	001-6500-63710	74080-22010 FUEL HEAT	01/27/2015	1,672.05
MID AMERICAN ENERGY CO.	001-6500-63710	05931-25003 N HWY 65/69 ENT	01/22/2015	21.40
MID AMERICAN ENERGY CO.	001-2300-63710	26321-30003 ST LIGHTING	01/14/2016	152.38
PAPER 101	001-6200-65070	PAPER	01/19/2016	430.08
PELLA PRINTING	001-6210-64141	WINTER MAGAZINE	12/29/2015	4,947.50
POINDEXTER FLOORING INC	001-6500-63100	WALL BASE	01/19/2016	88.00
PURCHASE POWER	001-6500-65080	POSTAGE	01/04/2016	3,000.00
RECORD-HERALD & INDIANOL	001-6200-62100	1 YR SUBSCRIPTION	01/24/2016	16.00
SHULL, DOUG	001-6500-64990	TREASURER CONTRACT	01/26/2016	83.33
STUDIO FUSCO	001-6500-64140	CITY WEEK FLYERS	01/23/2015	97.50
T.R.M. DISPOSAL LLC	001-6500-64090	ACCT #1506	01/24/2016	79.00
U.S. POSTMASTER	001-6210-65081	POSTAGE	01/22/2016	1,500.00
WALLER, RYAN	001-6150-63730	CELL PHONE 12/9/15 - 1/8/16	01/25/2016	75.00
WARREN COUNTY ENGINEER	001-1700-65050	FUEL DISTRIBUTION	01/08/2016	40.21
Total GENERAL FUND:				28,621.94
POLICE FUND				
AUBERT'S TOWING	011-1100-64860	TOW - ABANDON	11/20/2015	250.00
AUBERT'S TOWING	011-1100-64860	TOW - ABANDON	12/10/2015	160.00
CARPENTER UNIFORM CO	011-1100-61810	VEST - BUHROW	01/19/2016	675.00
CRAIG'S AUTOMOTIVE	011-1100-63320	VEHICLE REPAIR	01/13/2016	190.00
CRAIG'S AUTOMOTIVE	011-1100-63320	VEHICLE REPAIR	01/03/2016	20.00
CRAIG'S AUTOMOTIVE	011-1100-63320	VEHICLE SERVICE	01/14/2016	140.00
CRAIG'S AUTOMOTIVE	011-1100-63320	VEHICLE SERVICE	01/04/2016	45.50
CREATIVE SERVICES OF NEW	011-1100-65060	SUPPLIES	01/06/2016	627.20
INFOMAX OFFICE SYSTEMS IN	011-1100-64990	COPIER CONTRACT	01/04/2016	110.82
KIYA KODA HUMANE SOCIETY	011-1100-64137	HUMANE SOCIETY CONTRACT	01/26/2016	2,412.74
METCALF, BRAD	011-1100-61440	WELLNESS 1/13/16 - 2/12/16	01/13/2016	25.00
PAPER 101	011-1100-65070	PAPER	01/19/2016	107.52
PEOPLES BANK	011-1100-64140	PRINTING	12/31/2015	40.00
SHER, BRIAN	011-1100-63730	CELL PHONE 11/23/15 - 12/22/1	01/17/2016	50.00
T.R.M. DISPOSAL LLC	011-1100-67260	GARBAGE - BUILDING ACCT #1	01/24/2016	15.00
VERIZON WIRELESS	011-1100-63730	DATA	01/15/2016	281.03
WARREN CO ECONOMIC DEV	011-1100-62300	WCLI - TRAINING - SHER	01/11/2016	350.00
WARREN COUNTY ENGINEER	011-1100-65050	FUEL DISTRIBUTION	01/08/2016	1,552.07
WARREN COUNTY SHERIFF	011-1111-64136	DISPATCH SERVICES 1ST & 2N	01/11/2016	39,800.00
Total POLICE FUND:				46,851.88
FIRE FUND				
ILLINOIS FIRE STORE	015-1500-65500	FLASH LIGHT	12/31/2015	55.00
INFOMAX OFFICE SYSTEMS IN	015-1500-64990	COPIER CONTRACT	01/15/2016	35.62
PAPER 101	015-1500-65070	PAPER	01/19/2016	107.52
POLK COUNTY HEALTH SERVI	015-1500-62300	CISD TRAINING	01/13/2016	260.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
ROSS CHEMICAL SYSTEMS IN	015-1500-65070	LAUNDRY CHEMICALS	01/13/2016	177.35
U.S. CELLULAR	015-1500-63730	CELL PHONE	01/12/2016	48.55
WARREN COUNTY ENGINEER	015-1500-65050	FUEL DISTRIBUTION	01/08/2016	254.01
WREEVES AND ASSOCIATES I	015-1500-63410	LED LIGHT/INSTALLATION KIT	01/15/2016	126.90
Total FIRE FUND:				1,064.95
AMBULANCE FUND				
ARCPPOINT DES MOINES	016-1600-64120	POST ACCIDENT DRUG SCREE	01/18/2016	501.50
FRASER TRANSPORTATION LL	016-1600-64990	ALS TIEER	01/08/2016	200.00
HEALTH DESIGN PLUS-ES	016-1600-66990	OVERPAYMENT	01/20/2016	103.20
INFOMAX OFFICE SYSTEMS IN	016-1600-63400	COPIER CONTRACT	01/15/2016	37.55
MEDICARE OF IA	016-1600-66990	OVERPAYMENT	01/20/2016	49.30
MEDICARE OF IA	016-1600-66990	OVERPAYMENT	01/20/2016	404.57
MERCY MEDICAL CENTER	016-1600-66990	ALS TIER/INTERCEPT	01/01/2016	207.00
PHILIPS MEDICAL CAPITAL	016-1600-67245	MONITOR CONTRACT	01/09/2016	1,348.11
WARREN COUNTY ENGINEER	016-1600-65050	FUEL DISTRIBUTION	01/08/2016	631.89
Total AMBULANCE FUND:				3,483.12
LIBRARY FUND				
PAPER 101	041-4100-65070	PAPER	01/19/2016	107.52
WARREN COUNTY TREASURE	041-4150-65990	PROPERTY TAXES - LIBRARY	01/19/2016	1,200.00
Total LIBRARY FUND:				1,307.52
PARK & RECREATION FUND				
AGRILAND FS INC	042-4400-65072	SOFTBALL FERTILIZER	01/18/2016	1,318.90
AGRILAND FS INC	042-4300-65200	PARKS FERTILIZER	01/18/2016	8,305.80
AGRILAND FS INC	042-4400-65072	SOCCER FERTILIZER	01/18/2016	1,488.44
CARTER, BECKI	042-4400-66990	REFUND - BASKETBALL OVERP	01/20/2016	25.00
DLH GRAFX	042-4400-61810	T-SHIRTS - BASKETBALL	01/14/2016	458.82
DLH GRAFX	042-4400-61810	EMBROIDERY ON SHIRTS	01/18/2016	45.80
DUST PROS JANITORIAL	042-4400-64090	ACTIVITY CENTER CLEANIANG	01/22/2016	1,562.00
INDOFF INCORPORATED	042-4200-65060	POST IT NOTES & TAPE	01/13/2016	32.95
INDOFF INCORPORATED	042-4200-65060	LABELS	01/19/2016	35.99
IOWA ASSOC OF MUN UTILITIE	042-4300-62300	NOV. SAFETY TRAINING	12/31/2015	88.03
JIM'S JOHNS	042-4300-64090	KYBO - NOV, DEC & JAN	01/05/2016	120.00
KELLOW, PEGGY	042-4400-66990	REFUND - CLASS CANCELLED	01/20/2016	15.00
KONICA MINOLTA BUSINESS S	042-4200-65070	COPIES	12/31/2015	21.87
PAPER 101	042-4200-65070	PAPER	01/19/2016	107.52
PELLA PRINTING	042-4400-64140	WINTER MAGAZINE	12/29/2015	4,947.50
STEVESON, STEPHANIE	042-4400-64990	DJ SERVICES - DADDY/DAUGH	01/26/2016	300.00
U.S. CELLULAR	042-4300-63730	CELL PHONE - 2	01/12/2016	88.79
U.S. CELLULAR	042-4300-63730	CELL PHONE - 2	01/12/2016	85.19
WARREN COUNTY ENGINEER	042-4300-65050	FUEL DISTRIBUTION	01/08/2016	236.44
WARREN COUNTY ENGINEER	042-4400-65050	FUEL DISTRIBUTION MISC - GA	01/08/2016	48.63
WARREN COUNTY ENGINEER	042-4400-65050	FUEL DISTRIBUTION - VANS	01/08/2016	27.35
Total PARK & RECREATION FUND:				19,360.02
POOL (MEMORIAL) FUND				
AGRILAND FS INC	045-4500-65200	MAC FERTILIZER	01/18/2016	270.90
Total POOL (MEMORIAL) FUND:				270.90
ROAD USE TAX FUND				
DOWNEY TIRE SERVICE	110-2100-63320	TIRE REPAIR	01/08/2016	19.71

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
HALLETT MATERIALS	110-2500-65070	SKID SAND	01/09/2016	1,071.63
HAWKEYE TRUCK EQUIPMENT	110-2100-67230	SNOW PLOW	01/19/2016	6,220.00
IOWA ASSOC OF MUN UTILITIE	110-2100-62300	NOV. SAFETY TRAINING	12/31/2015	153.72
IOWA PLAINS SIGNING INC	110-2100-65074	SAFETY CONES (30)	01/20/2016	510.00
MILLER ELECTRIC SERVICES	110-2100-63100	REPAIRED SHOP LIGHTS	01/14/2016	333.09
NOBLE FORD-MERCURY	110-2100-67100	4 X 4 PICKUP	01/28/2016	30,645.38
O'REILLY AUTO PARTS	110-2100-63320	FILTERS	01/19/2016	39.84
PIERCE BROTHERS REPAIR	110-2100-63320	STEEL	01/13/2016	18.00
TITAN MACHINERY	110-2100-63320	BOLT/NUT	12/29/2015	486.76
TITAN MACHINERY	110-2100-63320	BOLT	01/14/2016	196.92
TITAN MACHINERY	110-2100-63320	BOLT RETURN	01/14/2016	411.16
U.S. CELLULAR	110-2100-63730	CELL PHONE -3	01/12/2016	152.75
WARREN COUNTY ENGINEER	110-2100-65050	FUEL DISTRIBUTION	01/08/2016	3,128.51
Total ROAD USE TAX FUND:				42,565.15
YMCA MAINTENANCE OBLIGATIONS				
MARK PUTNEY ENTERPRISES	115-6150-64990	SNOW/ICE REMOVAL YMCA DE	01/14/2016	2,240.00
Total YMCA MAINTENANCE OBLIGATIONS:				2,240.00
PARK & REC SPECIAL REV FUND				
PETTY CASH-RECREATION	142-4615-65992	KEY CARD - CARTER	01/20/2016	25.00
PETTY CASH-RECREATION	142-4615-65992	KEYCARD - MORRIS	01/21/2016	5.00
Total PARK & REC SPECIAL REV FUND:				30.00
DOWNTOWN BIZ INCENTIVE PROGRAM				
COMMUNITY BANK	161-5200-64154	DOWNTOWN INCENTIVE - OUD	01/19/2016	151.87
Total DOWNTOWN BIZ INCENTIVE PROGRAM:				151.87
CP--COMM RE-DEV (D & D) FUND				
WARREN COUNTY TREASURE	353-5200-67902	PROPERTY TAXES - 204 N JEF	01/19/2016	238.00
WARREN COUNTY TREASURE	353-5200-67902	PROPERTY TAXES - 410 S JEFF	01/19/2016	845.00
WARREN COUNTY TREASURE	353-5200-67902	PROPERTY TAXES - 506 W 2ND	01/19/2016	52.00
WARREN COUNTY TREASURE	353-5200-67902	PROPERTY TAXES	01/19/2016	1.00
WARREN COUNTY TREASURE	353-5200-67902	PROPERTY TAXES	01/19/2016	17.00
WARREN COUNTY TREASURE	353-5200-67902	PROPERTY TAXES - 203 W. 2N	01/19/2016	288.00
WARREN COUNTY TREASURE	353-5200-67902	PROPERTY TAXES - 203 W. 2N	01/19/2016	251.00
WARREN COUNTY TREASURE	353-5200-67902	PROPERTY TAXES - 400 E. EUC	01/19/2016	31.00
WARREN COUNTY TREASURE	353-5200-67902	PROPERTY TAXES - 910 E. 2ND	01/19/2016	685.00
WARREN COUNTY TREASURE	353-5200-67902	PROPERTY TAXES - 401 E EUC	01/19/2016	450.00
Total CP--COMM RE-DEV (D & D) FUND:				2,858.00
SEWER FUND				
DIAMOND OIL COMPANY	610-8325-65049	DIESEL FUEL FOR GENERATO	01/11/2016	1,225.80
IOWA ASSOC OF MUN UTILITIE	610-8300-62300	NOV. SAFETY TRAINING	12/31/2015	131.76
IOWA ONE CALL	610-8300-64990	LOCATES	01/13/2016	106.20
MID AMERICAN ENERGY CO.	610-8325-63710	07741-18004 65/69 LIFT	01/20/2016	92.01
MID AMERICAN ENERGY CO.	610-8325-63710	08701-24006 QUAIL MDWS LIFT	01/22/2016	69.97
MID AMERICAN ENERGY CO.	610-8325-63710	09750-87035 WESLEY LIFT	01/20/2016	53.76
T.R.M. DISPOSAL LLC	610-8350-64990	ACCT #583 - TRASH - NORTH P	01/24/2016	96.00
T.R.M. DISPOSAL LLC	610-8325-64990	ACCT #583 - TRASH - SOUTH P	01/24/2016	49.00
WARREN COUNTY ENGINEER	610-8300-65050	FUEL DISTRIBUTION	01/08/2016	221.02

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
Total SEWER FUND:				2,045.52
SEWER CAPITAL PROJECTS FUND				
HR GREEN INC	710-8300-67510	GENERAL WASTEWATER ENGI	08/03/2015	4,985.12
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	153.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	347.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	294.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	367.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	156.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	31.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	446.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	488.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	428.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	255.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	248.00
WARREN COUNTY TREASURE	710-8300-64990	PROPERTY TAXES	01/19/2016	334.00
Total SEWER CAPITAL PROJECTS FUND:				8,532.12
Grand Totals:				159,382.99

City Council: _____

Information

Subject

Resolution approving salaries

Information

This action sets salaries per the personnel management guide, union contract and seasonal salaries:

Zach McEntee, State Certified EMT, \$13.696/hour effective January 22, 2016

Roll call is in order.

Attachments

Greg Chia's Memo

Resolution

Memo

TO: Mayor Kelly Shaw and Council
CC: City Manager Ryan Waller
FROM: Gregory M Chia
DATE: 01-25-2016
RE: Hiring Additional Part-Time Employee's

The following individual has been cleared by the Fire Department Staff to become Part-Time Employees with the permission of City Council, Mayor Kelly Shaw and City Manager Ryan Waller.

Zach McEntee is a State Certified EMT, Pay Scale-\$13.696/hourly

Questions on these individuals or qualifications, please contact me.

Thank You

Gregory M Chia

RESOLUTION 2016-_____
APPROVING SALARIES

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Zach McEntee, State Certified EMT, \$13.696/hourly effective January 22, 2016

Passed and approved on the 2nd day of February, 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Information

Subject

Consider nominations to Boards and Commissions

Information

Council needs to consider the following nominations to Boards and Commissions:

Board of Adjustment - James Sullivan - a term to begin immediately and expire December 31, 2020.

Simple motion is in order.

Information

Subject

Consider appointments to the Greater Des Moines Convention and South Central Iowa Landfill Board

Information

Council needs to consider appointments to the following Boards:

Greater Des Moines Convention Board - John Parker

South Central Iowa Landfill Board - Joe Gezel

Simple motion is in order.

Information

Subject

Second consideration of an ordinance amending traffic control of the Municipal Code of the City of Indianola, Iowa by restricting parking on East and West Franklin

Information

Council needs to hold the second consideration of an amendment to the no parking ordinance. In your packet is the no parking ordinance that will designate no parking on East Franklin from 4th Street West to Howard on the South side and on West Franklin from Howard West to Buxton on the South side (see map).

Simple motion for the second consideration is in order.

Attachments

No Parking Map

Ordinance No Parking



Proposed No Parking - South side of Franklin Ave.
from North 4th St. to North Buxton St.

12/2015



ORDINANCE NO. - _____

AN ORDINANCE AMENDING TRAFFIC CONTROL OF THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, BY RESTRICTING PARKING ON EAST FRANKLIN AND ON WEST FRANKLIN

WHEREAS, City staff has recommended that East Franklin from 4th Street West to Howard on the South side and that West Franklin from Howard West to Buxton on the South side be designated as “No Parking” and signs be placed accordingly; and

WHEREAS, the City Council now deems it reasonable and appropriate to designate the above-referenced area as “No Parking.”

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Section 1: That the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by designating the East Franklin from 4th Street West to Howard on the South side “No Parking.”

Section 2: That the Municipal Code of the City of Indianola, Iowa be and it is hereby amended by designating West Franklin from Howard West to Buxton on the South side as “No Parking.”

Section 3: That signs shall be placed in accordance with this Ordinance and Chapter 61 of the Code to implement the parking restrictions.

Section 4: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ day of _____, 2016.

Kelly Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____

Second reading: _____
Third reading: _____
Publication Date: _____

Information

Subject

Consider setting March 7, 2016 as the public hearing for the FY 16/17 budget

Information

Council needs to consider setting the public hearing for March 7, 2016 for the FY 16/17 budget and tax rate of \$12.70.

- Once advertised, the tax rate cannot increase although it can decrease
- Iowa code requires publication of the resolution not less than 10 nor more than 20 days before the hearing on March 7, 2016 - the publication will be in the RH&T on February 17 or 24, 2016 to meet notice requirements

Roll call setting March 7, 2016 as the budget public hearing is in order.

Information

Subject
Bike Night

Information

Information

Subject

Consider approval of the Indianola Square Lease Agreement with Indianola Bike Night

Information

You have the agreement between the City and the Indianola Bike Night to lease the square and one block off (see map) six Fridays in 2016 for Bike Night. In 2009, the Indianola Bike Night group became a for-profit group and the City Council approved a Square Lease Agreement in an amount of \$750/event. Prior to that, it was considered a community event with no profit intention. The revenues from the event are placed in the Community Betterment Fund. The (self-explanatory) agreement includes services already provided by both entities.

Highlights of the agreement include:

- Indianola Bike Night will maintain a \$1 million general liability coverage and name the City as an additional insured on that policy
- Indianola Bike Night will hold the City free and harmless of any liability that may arise from the event
- All vendors that sell products on the square (not in buildings) and one block off have permits and/or licenses issued by the State of Iowa, have \$1 million general liability coverage and name the City as insured on that policy
- Indianola Bike Night must hire at least six Indianola police officers per event to provide event security
- Must provide one-lane ambulance access to square on E. Salem and N. Buxton
- Indianola Bike Night shall provide cleanup
- Indianola Bike Night shall hire the Indianola Street Sweeper for \$80/cleaning on Saturday morning following an event

Simple motion is in order.

Attachments

Indianola Square Lease Agreement

Indianola Square Lease Agreement

The City of Indianola (City) and Indianola Bike Night desire to enter into an agreement whereas the Indianola Bike Night lease the Indianola Square and one block in each direction (see appendix A-- map), for 6 Fridays (see appendix B--third Friday April thru September) in 2016.

The purpose is to conduct a Bike Nite where motorcycle enthusiasts and citizens congregate on the Square for the overall economic benefit of Indianola.

Conditions of this agreement include but are not specifically limited to the following:

- Indianola Bike Night must obtain approval of square closure per the city's normal street closure process
- Indianola Bike Night must abide by the ordinance (see appendix C— ordinance) adopted by the city council regulating Bike Nite
- Indianola Bike Night will pay \$750 per event to lease the square (see appendix A)
- Indianola Bike Night will maintain a \$1 million general liability coverage and name the city as an insured on that policy—proof of insurance must be provided by April 1, 2016.
- The Indianola Bike Night shall agree by this agreement to hold the City free and harmless of any liability that may arise from this event and their actions
- Indianola Bike Night will require vendors that sell products on the square (not in buildings) and one block off during the event to have all permits and/or licenses issued by the state of Iowa, have \$1 million general liability coverage and name the city as insured on that policy—proof of insurance must be provided by April 1
- Indianola Bike Night must provide County Sheriff access to the Court House using the east/west alley on the square's west side
- Indianola Bike Night must hire at least six Indianola police officers per event to provide event security
- Indianola Bike Night must provide one-lane ambulance access to square on E. Salem and N. Buxton

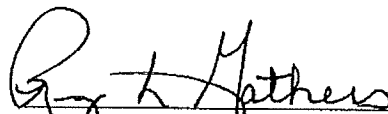
- Indianola Bike Night must provide adequate restroom facilities for anticipated crowds but at no event shall there be less than 10 units
- Indianola Bike Night shall provide cleanup by picking up any and all debris from the courthouse lawn, streets and sidewalks within the leased area. Cleanup shall include use of leaf blowers to remove debris from square business sidewalks
- Indianola Bike Night shall hire the Indianola Street Sweeper for \$80/cleaning on Saturday morning following an event. Streets include the square and one block off.
- City shall provide barricades to close the square and one block in each direction by noon on the day of the event. The Indianola Bike Night will be responsible for setting the barricades at 5:15 pm and removing them by 10:30 pm after the event

This agreement shall be effective through September 2016 and may be terminated by either party with 60 days notice.

The city manager, his designee and/or the Chief of Police may terminate the agreement if the conditions above have not been met.

Nothing in this agreement shall be construed as exempting Indianola Bike Night from compliance with any ordinance of the City of Indianola.

Mayor Kelly B. Shaw, City



Randy Gathers, Indianola Bike Night

Meeting Date: 02/02/2016

Information

Subject

Resolution regarding temporary closure/no parking on the downtown square and one block in all directions for Indianola Bike Night

* Requested dates are April 15, May 20, June 17, July 15, August 19 and September 16, 2016 from 5:00 p.m. - 10:30 p.m.

Information

In your packet is a resolution (same as the last ten years). The request is for temporary closure/no parking on the downtown square by Indianola Bike Night for April 15, May 20, June 17, July 15, August 19 and September 16, 2016. The resolution specifically addresses situations where individuals do not adhere to the street closure or create a hazard to those attending the event. Note that it doesn't create any new ordinances or policies, but rather addresses how existing ones will be used for enforcement.

Roll call is in order.

Attachments

Resolution

Indianola Bike Night Application

**RESOLUTION REGARDING TEMPORARY CLOSURE
AND NO PARKING ON THE DOWNTOWN SQUARE
FOR INDIANOLA BIKE NIGHT EVENTS**

WHEREAS, Indianola Bike Night was a well-attended and popular event in 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014 and 2015

WHEREAS, six more Indianola Bike Nights are scheduled for April 15, 2016, May 20, 2016, June 17, 2016, July 15, 2016, August 19, 2016 and September 16, 2016, and

WHEREAS, to accommodate food vendors, exhibitors, pedestrians and motorcycle parking, it is necessary to temporarily close the downtown square for the Bike Night events, and to designate the closed area as a no parking zone.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Clerk as follows:

1. Pursuant to Iowa Code Section 364.12(2)(a) the Indianola downtown square shall be closed for the Indianola Bike Night events list above or as they may be rescheduled by Bike Night organizers. The exact area and time are to be determined by the Indianola Police Chief and the Indianola City Manager. The closed area is hereby designated a no parking zone during the temporary closure.
2. Pursuant to the Indianola Code of Ordinances Section 69.01 and 60.03 the Police Chief is hereby authorized to enforce the no parking restrictions for the designated downtown area during the Bike Night events.
3. Pursuant to the Indianola Code of Ordinances 60.07 no person shall willfully fail or refuse to comply with any lawful order or direction of any peace officer invested by law or this resolution with authority to direct, control or regulate traffic and/or parking.
4. Pursuant to Indianola Code of Ordinances Section 70.06 any vehicle illegally parked on the designated downtown square area during the Bike Night events shall be deemed to be illegally parked pursuant to Subsection 2 thereof and subject to removal by the Police Department or its designee.

Passed and approved this 2nd day of February, 2016.

KELLY B. SHAW, Mayor

ATTEST:

DIANA BOWLIN, City Clerk

STATE OF IOWA, WARREN COUNTY, SS:

On this 2nd day of February, 2016, before me, the undersigned, a Notary Public in the State of Iowa personally appeared Kelly B. Shaw and Diana Bowlin, to me personally known, who being by me duly sworn, did say that they are the Mayor and City Clerk respectively of the City of Indianola, which executed the foregoing instrument to which this is attached, that the seal affixed to it is the seal of the City; that the instrument was signed and sealed on behalf of the City by authority of its Council; and that Kelly B. Shaw and Diana Bowlin as such officers acknowledged the execution of the instrument to be the voluntary act of the City.

NOTARY PUBLIC IN AND FOR THE STATE OF IOWA

Date: 1/22/16

Event Application

For Indianola Bike Night

Event Date : April 15, May 20, June 17, July 15, August 19 and September 16, 2016
(from 5:00 p.m. - 10:30 p.m.)

Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Ed Yando	<u>OK EY</u>	_____
Fire Department – Greg Chia	<u>OK SMC</u>	_____
Police Department – Brian Sher	<u>OK BS</u>	_____
HR & Risk Manager – RoxAnne Hunerdosse	<u>[Signature]</u>	_____
City Manager – Ryan Waller	<u>[Signature]</u>	_____
Chamber of Commerce	Fax: 961-9753	

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name: Indianola Bike Night
 Date/Time of Event: 4/15/16 - 5/20/16 - 6/17/16 - 7/15/16 - 8/19/16 - 9/16/16
 Location of Event: Indianola Town Square
 Event Sponsor(s): Indianola Bike Night

Contact Information:

Organization: Indianola Bike Night
 Contact Name: Randy L. Gathers
 Address: 1104 E. Henderson Place Indianola IA
 Telephone Number: 515-250-0386
 Cell Phone Number: 515-250-0386 or 515-360-8813
 Fax Number: _____
 Email Address: rb @ indybikenight-net
 Today's Date: 1-16-16

Anticipated Attendance: 6,500 Per Day 39,000 Total

Event Information:

3rd Fridy each month April - September 5:00-10:30

Setup Begins	Date: _____	Time _____	Day of Week _____
Event Starts	Date: _____	Time _____	Day of Week _____
Event Ends	Date: _____	Time _____	Day of Week _____
Dismantle	Date: _____	Time _____	Day of Week _____

Applicant Signature

RETURN PERMIT APPLICATION TO:
 110 North First Street, PO Box 299
 Indianola, Iowa 50125
 Phone: 515-961-9410 Fax: 515-961-9402
 www.indianolaiowa.gov
 E-Mail: dhowlin@cityofindianola.com

Narrative:

Please describe your request and event: Repeat of annual request
for last 11 years to host
Bike Down to I-Town

Please describe what streets you are planning to close:

Please See Attached map

Please describe your safety plan including crowd control. Attach additional sheets if necessary. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, and alcohol, prior history with this event or similar events and other criteria.

Repeat of annual Request

Indianola Police Dept. hired for
on-site Security

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

Repeat of Annual Request

Indianola Police Dept hired for on-site security
Indianola Fire Dept. Emergency lanes are
set for Access to square

Please describe your plan for cleanup and removal of recyclable goods and garbage during and after your event.

Indianola High School FFA
TRM Disposal and Indianola Street Dept
Street Sweeper

Thank you for your interest in holding a neighborhood or community event!

RETURN PERMIT APPLICATION TO:

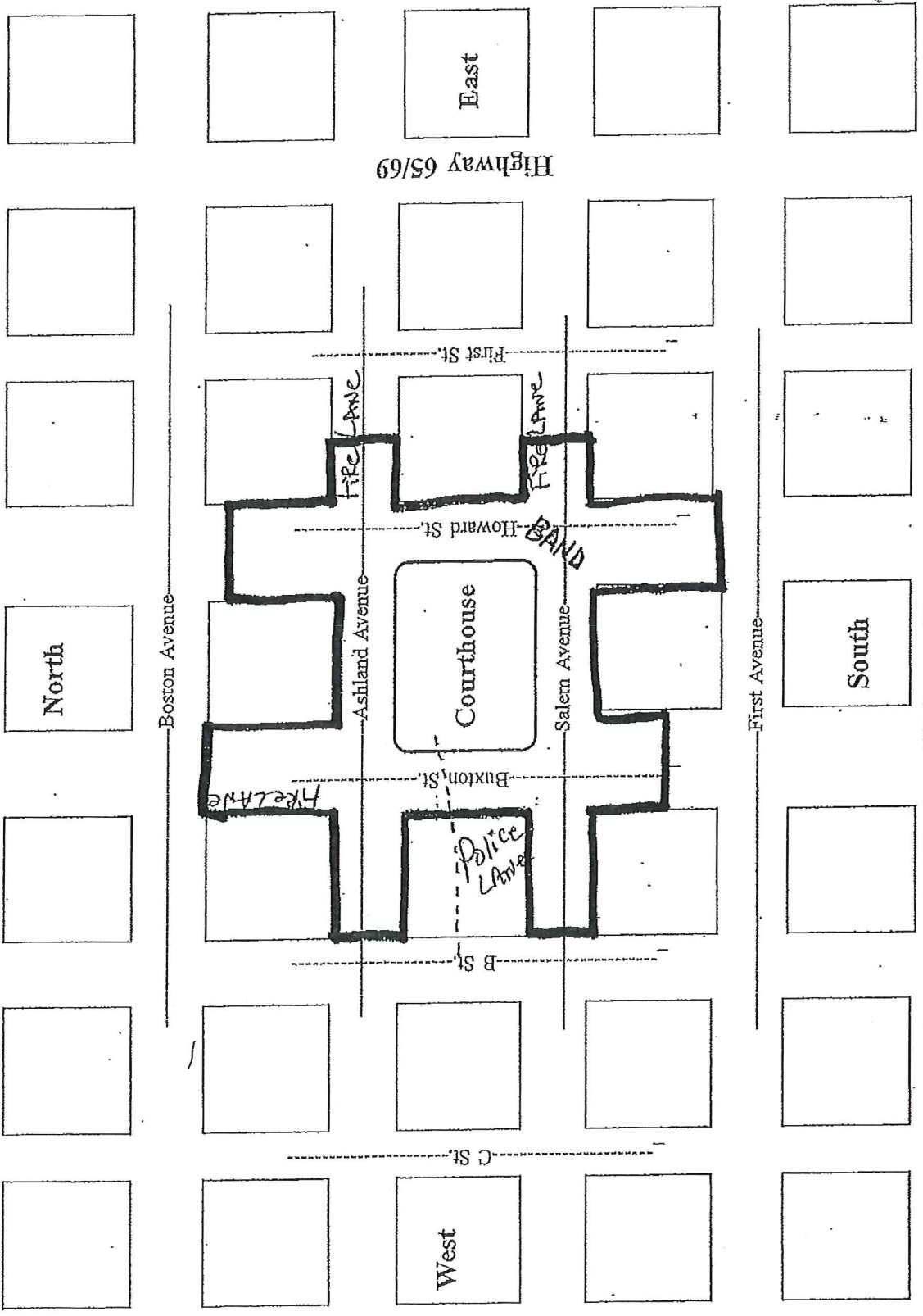
110 North First Street, PO Box 299

Indianola, Iowa 50125

Phone: 515-961-9410 Fax: 515-961-9402

www.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com



Highway 65/69

East

First St.

Howard St.

Ashland Avenue

Courthouse

Salem Avenue

Buxton St.

Police Lane

B St.

C St.

West

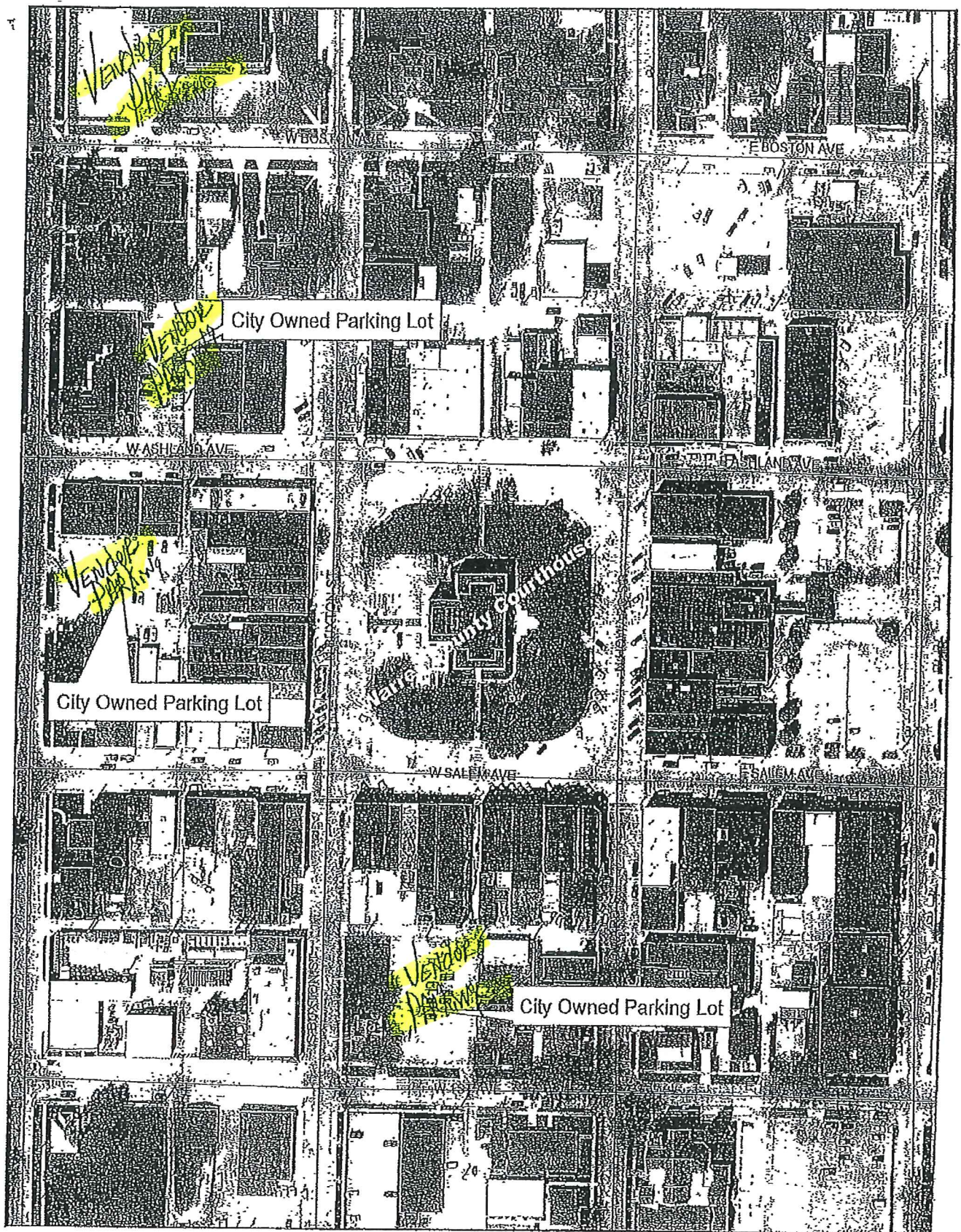
North

Boston Avenue

South

First Avenue

Highway 92



Information

Subject

Consider noise permit for Indianola Bike Night

Information

In your packet is a noise permit application for the Indianola Bike Night event which will be held the 3rd Friday of each month beginning in April - September. Council approval is necessary since this permit is for multiple days. Last's years event had no complaints.

Simple motion is in order.

Attachments

Noise Permit Bike Night

Date: 1/22/16



Noise Permit Application

For Indianola Bike Night

**Event Date: April 15, May 20, June 17, July 15, August 19 & September 16, 2016
(5:00 p.m. - 10:30 p.m.)**

Staff Recommendation

Attached is an noise permit application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request. Initial and date under either approval or disapproval.

	Approve	Disapprove
Police Department – Dave Button	 1-22-15	_____
City Manager – Ryan Waller	 1-22-15	_____

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name: Indianola Bike Night
Date/Time of Event: 4/15/16 - 5/20/16 - 6/17/16 - 7/15/16 - 8/19/16 - 9/16/16
Location of Event: Indianola Town Square
Event Sponsor(s): Indianola Bike Night

Contact Information:

Organization: Indianola Bike Night
Contact Name: Randy L. Gathers
Address: 1104 E. Henderson Place Indianola IA
Telephone Number: 515-250-0386
Cell Phone Number: 515-250-0386 or 515-360-8813
Fax Number: _____
Email Address: rb@indybikenight.net
Today's Date: 1-16-16

Anticipated Attendance: 6500 Per Day 39,000 Total

Event Information: 3rd Friday each month April - Sept 2016 5:00 - 10:30pm

Event Starts Date: _____ Time: _____ Day of Week: _____

Event Ends Date: _____ Time: _____ Day of Week: _____

The noise permit cannot extend past midnight.

Previous Event Information

Date of Event: _____ Time of Event: _____

Please See Attached
Please provide a map showing the event location and location of band/music,
please specify: ☒ Band ☐ DJ ☐ Other (please specify)

RETURN NOISE APPLICATION TO:
110 North First Street, PO Box 299
Indianola, Iowa 50125
Phone: 515-961-9410 Fax: 515-961-9402
www.indianolaiowa.gov
E-Mail: dbowlin@cityofindianola.com

